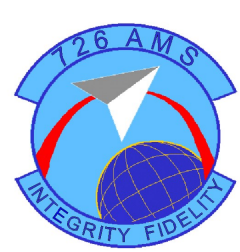


SPACE-AVAILABLE TRAVEL

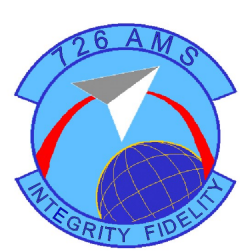
OIC, Passenger Services = Capt Eric J. McGreevy,
Supt, Passenger Services = MSgt David L. Mushat
Chief, Passenger Service Center = Mr. Paul Moeller

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OVERVIEW

- 726 Air Mobility Squadron/Pax Terminal
 - Operations and Mission
- Space-A Travel
 - Explained
 - How-To
 - Typical Glitches
- Things to Remember
- Questions

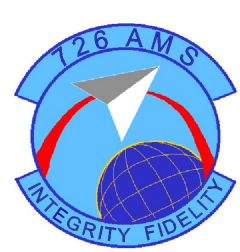


RHEIN-MAIN PAX TERMINAL



- 726 Air Mobility Squadron
- Biggest and Busiest in DoD (avg 45K pax per month)
- Patriot Express
 - All PCS-ing Personnel To/From EUCOM
 - Multiple Thru-Missions into CENTCOM
- OEF/OIF Support
 - Majority of Troop Movements In/Out of “down range”
- R & R missions (up to 4 per day)

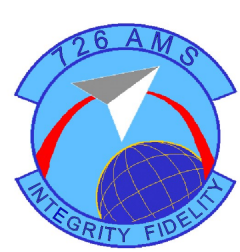
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SERVICES IN THE TERMINAL



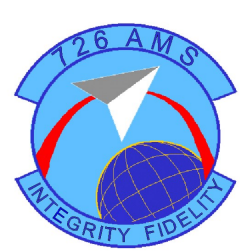
- AAFES BX and Cafeteria
- USO/Family Lounge (they service all 4 gates)
- Rental Car Agencies
 - Hertz/Sixt
- ABC Travel Agency
- ATMCT (Army Trans Mvmt Control Team)
- 64th RPC (POCs for R&R & PSCing Army personnel)



SPACE-A TRAVEL

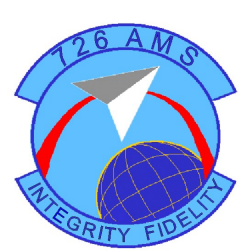
- Two Types of Travel
 - Space-Required: All personnel moving on travel orders for the purpose of conducting official gov't business. These travelers will move before all others.
 - Space-Available: Any unused seat aboard a passenger equipped aircraft which is not prohibited from passenger travel due to certain restrictions (type of mission, hazmat cargo, or security clearance of cargo) will be released for Space-A standby passengers to compete for available seats. Travel is on a First-Come/First-Serve Basis (according to date and time of sign up)...Rank Has No Privilege outside of categories.

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CATEGORIES OF SPACE-A

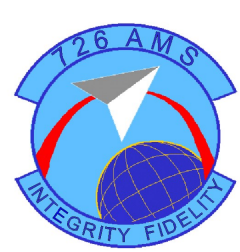
- Cat 1: Emergency Leave
 - NOT an Emergency Situation
 - Unfunded EL is verified by OIC/Supt/Chief, PSC
- Cat 2: Environmental Morale Leave-AD w/ Dep
- **Cat 3: Active Duty Personnel or Eucom upgrade dependents**
 - Must Be on Leave or Pass Status to remain on Space-A Register
- Cat 4: EML-Unaccompanied Dependents
- **Cat 5: Active Duty Dependents**
- Cat 6: Retirees



CAT 5: DEPENDENT TRAVEL W/O SPONSOR



- Command Sponsored Letter
 - Verifies That Dependent is on Sponsor's PCS Orders
 - Allows You To Stay on Space-A Register For 60 Days
- Travel To and From European Theater and CONUS but not Throughout CONUS
- Sponsor Deployed for 120+ Days?
 - Allows a One-Time Upgrade to Cat 3 good for 10 days at time but only for 1 round trip and expires Once the sponsor returns.



COMMAND SPONSORED LETTER



MEMORANDUM FOR RMAB PAX TERMINAL

FROM: (COMPANY COMMANDER)

SUBJECT: Command Sponsored Letter

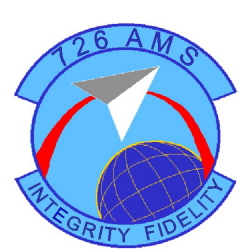
1. The following dependents are the command sponsored dependents of (Sponsor Name, Rank, SSN)
2. Dependent Full Name, SSN, Passport Number

//Signed//

COMMANDER or COMMANDING

****Note: AMC only recognizes the rank of 1Sgt or Command Sgt Major in lieu of the unit commander or acting commander***

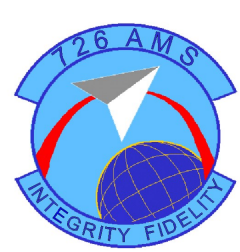
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SPACE-A TRAVEL TO CONUS



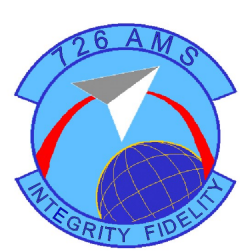
- Typical Destinations from RMAB
 - Baltimore-Washington Int'l
 - William B. Hartsfield Int'l (Atlanta)
 - Dover AFB/Charleston AFB (non recurring basis)
 - Must Follow Foreign Clearance Guide
 - Just because there is a flight leaving does not mean we can put Space-A Pax on. Ex: Stewart Field
- Typical Aircraft Flown from RMAB
 - DC10, MD11, C5, C17



HOW-TO

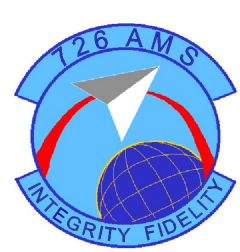
- Step One: Sign-Up
 - Active Duty: Fax or Hand-Carry Leave Paperwork to Terminal...Must Be On Leave Status to Sign-Up
 - Dependents: Submit a Command Sponsored Letter to the Pax Terminal (must be signed by the unit commander or acting commander). The only exception would be 1Sgt or Command Sgt Major.
- Step Two: Check-In
 - On the Day of Your Desired Flight Come to Terminal Travel Ready Before Space-A Roll Call (typically 3hrs prior to departure) and Check-In at Passenger Service Center to Be Marked as Present. Allow Time for Traffic and Security, There is a Strict Cut-Off for Late Arrivals.
 - Documents You Must Have: Command Sponsored Letter, Military ID for Dependents 10yr+, Passport, Visa (if applicable)
- Step Three: Roll Call
 - Wait For Your Name to be Called During Space-A Roll Call. All of Cat 1-4 Will Be Called First, Then Cat 5 Starting With Earliest Time of Sign-Up. After Name is Called Proceed to Flight Check-In

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TYPICAL GLITCHES

- Command sponsor letter's signed by enlisted
- Leave forms prior to leave start date
- Dependents without a visa (visa waiver)
- Children under 18 must travel with a parent or legal guardian, power of attorney is not accepted
- Space A charges can be paid by cash check, travelers checks or money order

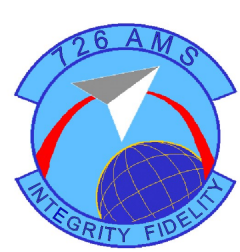


THINGS TO REMEMBER



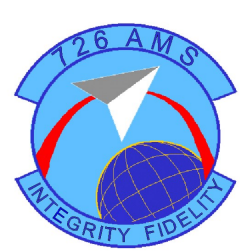
- Force Protection and Security
 - Lines Will Be Long! Have Patience!
 - We Can't Give Out Schedules or Msn Times Over the Phone
- Baggage Restrictions
 - Two Checked/One Carry-On/No Excess
- All Flights Subject to Change/All Seats Subject to Availability
- All Travel is One-Way, There is No Guaranteed Return Trip
- Space-A Charge on Commercial Aircraft
 - \$23.80 to CONUS
 - \$12.80 to Overseas
 - No Charge on Military Aircraft (C5, C17, etc)
- Limited Long-Term Parking (30 days)
- **BE FLEXIBLE!**

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USEFUL NUMBERS

- Flight Information: 330-7746
- Passenger Service Center: 330-6567/6568
- Fax Machine: 330-6309
 - Maintain Copy of Fax Confirmation or Call to Verify
- Passenger Advocate: 330-7517/7518
- OIC/Supt: 330-7477
- Webpage: www.rheinmain.af.mil/726AMS/
- Email: spacea@rheinmain.af.mil



QUESTIONS

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